



U.S. GENERAL SERVICES ADMINISTRATION

Maintenance, Repair, & Operations (MRO) Supplies Ordering Guide

Updated June 2016

The following guide outlines the specifics of the GSA Maintenance, Repair, & Operations (MRO) Purchasing Strategic Sourcing Solution. The MRO solution offers better pricing; establishes contractor delivery time expectations; and provides real time order status, single invoicing, and damaged goods liability.

Table of Contents

1.0 Solution background	4
1.1 Solution objective	4
1.2 Solution users.....	4
1.3 Solution scope.....	5
1.4 Solution benefits	5
1.5 Aggregate discount tier thresholds.....	5
2.0 Buying with the MRO purchasing strategic sourcing solution	5
2.1 Directly purchasing through BPA contractors.....	6
2.1.1 Brick and mortar store purchases from BPA contractors	6
2.1.2 Contractor website and catalog purchases	6
2.2 GSA Advantage!®	6
2.3 DoD EMALL.....	6
2.4 Procurement tools	6
2.4.1 eBuy	6
2.4.2 GSA Reverse Auctions Platform	7
3.0 Contractor listing.....	8
3.1 Period of performance.....	9
4.0 Ordering procedures.....	9
4.1 Minimum order amount	9
4.2 Effective use of manufacturer warranties	10
4.3 Shipping, returns, fees, and special requirements	10
4.4 Tax exemption.....	11
4.5 Order thresholds.....	11
4.5.1 Orders at or below the micro-purchase threshold	11
4.5.2 Orders exceeding the micro-purchase threshold	11
4.5.3 Orders exceeding the simplified acquisition threshold	11
4.6 Best value considerations	12
4.7 U.S. Air Force restrictions.....	12
5.0 Ordering guides and additional resources.....	12

6.0 Training 13

6.0.1 GSA contracting officer 13

6.0.2 GSA program manager 13

7.0 How to order MRO products in GSA Advantage!® 14

1.0 Solution background

Strategic Sourcing is an acquisition approach that commercial industry has used to streamline operations and save costs by leveraging purchasing volume. The U.S. General Services Administration (GSA) was charged to manage the development of these government-wide, strategic sourcing solutions and to-date, has saved agencies more than \$350 million in direct and \$750 million in indirect costs (as of FY14). The Maintenance, Repair and Operations (MRO) purchasing vehicle is one of these solutions.

Strategic sourcing is evolving to Category Management. The acquisition approaches that have generated solutions are coming together in the categories that allow government purchasers to get a view of all possible solutions for a streamlined way to obtain products. GSA has created an information portal for all these purchasing solutions, presented in hallways of like solutions. Inside the [Acquisition Gateway](https://hallways.cap.gsa.gov), (<https://hallways.cap.gsa.gov>), you can find government-wide solution comparisons, connect with other acquisition professionals, and explore product and service category hallways. The hallways feature expert articles, templates, market research tools, prices paid data, and more to achieve successful outcomes at each step of the acquisition lifecycle. You will find the MRO purchasing solution in the “Industrial Products & Services” Hallway.

1.1 Solution objective

The federal government currently spends almost \$1.6 billion a year on MRO supplies. In partnership with numerous federal agencies, both military and civilian, GSA has established multiple Blanket Purchase Agreements (BPAs), under the GSA Federal Supply Schedule 51V to address this spend volume. Awarded contractors meet socioeconomic factors such as Women Owned Small Business, Service Disabled Veteran Owned Small Business, and Small Disadvantaged Business. (See Section 3.0 for contractor information.)

1.2 Solution users

Federal agencies are responsible for determining participation and designating the GSA MRO solution as authorized for agency use. Mission requirements should be considered when establishing policy and providing guidance to agency purchasing agents for selecting lowest priced items.

Contractor organizations and tribes or tribal organizations should have an authorization letter from the sponsoring/funding federal agency that designates the authorization of this GSA solution

A copy of the written authorization for tribes and tribal customer verification can be accessed by clicking the link: [Tribal Organization Reference Guide](https://interact.gsa.gov/document/tribes-and-tribal-organization-desk-reference-guide), or visiting this webpage: (<https://interact.gsa.gov/document/tribes-and-tribal-organization-desk-reference-guide>).

1.3 Solution scope

A broad range of products are available through the MRO solution, including hand and power tools, hoses and valves, paints, safety equipment, and portable generators. Average prices for these products are 12 percent lower than previously offered within the federal marketplace. These BPAs are for all federal agencies to use. Products are offered in three distinct categories: Hardware; Tools and Tool Cabinets; and Paints, Adhesives and Sealants.

The solution requires awarded contractors to offer sustainable options, including environmental, bio-preferred, Energy Star, and Water Sense products. These types of products include paints with bio-based content, office recycling containers and waste receptacles with minimum post-consumer content, faucets and showerheads, and Energy Star certified air conditioners and battery chargers. All contractors under the solution are AbilityOne authorized distributors and products are Trade Agreement Act Compliant. For DoD orders exceeding \$150K, products are Berry Amendment compliant.

1.4 Solution benefits

MRO is a dynamic solution offering benefits to government agencies by way of better pricing, additional discounts, and convenience.

Through MRO, there is now a streamlined process to buy supplies. Hundreds of thousands of products are available for purchase at competitive prices. Consolidated contracts decrease management requirements, with less product duplication.

Measuring total cost of ownership and performing pricing analysis will compress cost ranges and offer more uniform pricing and limiting pricing variance. A single item, prior to the MRO solution, could have a price variance of 30 percent or more.

1.5 Aggregate discount tier thresholds

As more spend is generated through the program, discount tiers are triggered at \$12.5M, \$25M, \$37.5M, \$50 M and \$62.5M on an aggregate spend per contractor. Discount percentages also vary depending on the contractor.

2.0 Buying with the MRO purchasing strategic sourcing solution

Orders can be placed under the BPAs using the GSA SmartPay2® or government purchase card through GSA Advantage!, U.S. Department of Defense EMALL or directly from the contractor via their online store, by phone, email or fax, or at brick and mortar store locations, where applicable. Payment using the purchase card will automatically trigger BPA pricing. Customers can also issue purchase orders directly to contractors if not using SmartPay2® or government-issued purchase card.

The GSA Reverse Auctions tool on eBay also can be used to competitively bid larger orders. Ordering activity personnel may follow different processes to determine which BPA holder(s) to use, based on their goals and program objectives. Whichever ordering method is chosen, it is easy to get desired maintenance, repair, and operations supplies at a reasonable price and within a reasonable time.

2.1 Directly purchasing through BPA contractors

2.1.1 Brick and mortar store purchases from BPA contractors

Purchases can be made in contractor-managed brick and mortar stores, where applicable using the GSA SmartPay2® or government purchase card. This method of payment will automatically receive the BPA negotiated pricing. Orders below the \$25 minimum can be placed in-store. The minimum purchase requirement goes towards the entire order from the contractor.

2.1.2 Contractor website and catalog purchases

2.2 GSA Advantage!®

Through [GSA Advantage!®](http://www.gsaadvantage.gov), (www.gsaadvantage.gov), agencies have access to a full range of maintenance, repair, and operations supplies. Customers will receive BPA pricing by placing orders directly through GSA Advantage!® using their GSA SmartPay® or government purchase card, and orders will be shipped directly to the buyer. Orders below the \$25 minimum and those that require expedited/international shipping may incur an additional fee. Place these orders directly with the contractor. Note: buyers should include their bureau or sub-agency in their GSA Advantage!® user profile so this information is captured when an order is placed.

Buyers can access the MRO pricing via the Strategic Sourcing block located on the [GSA Advantage!®](http://www.gsaadvantage.gov) homepage. Under the Products drop-down menu, offerings are listed separately in the three product categories (Hardware; Tools and Tool Cabinets; and Paints, Adhesives and Sealants). When a buyer selects a contractor under their desired product category, that contractor's MRO product catalog will be populated.

See Section 7.0 for GSA Advantage!® screenshots explaining the steps for finding item-specific MRO products. Supplemental training illustrating this process is also available. On the [MRO Purchasing Website](http://www.gsa.gov/fssimro), (www.gsa.gov/fssimro), you will find the webinar training schedule and a copy of the training presentation.

2.3 DoD EMALL

The MRO purchasing channel BPA pricing is also available through the U.S. Department of Defense [EMALL](#). View the MRO BPAs in the FSSI aisle. Orders totaling less than \$25 must be placed directly with the contractor.

2.4 Procurement tools

2.4.1 eBuy

The [eBuy](#) system is an electronic Request for Quote (RFQ)/Request for Proposal (RFP) system designed to allow government buyers to request information, find sources, and prepare RFQs/RFPs online. When an RFI, RFQ, or RFP is issued through the system, it utilizes the Multiple Award Schedule Contracts. Government

buyers can use eBuy to obtain quotes or proposals for services, large quantity purchases, big ticket items, and purchases with complex requirements. It does not post “open market”.

If it is in the best interest of the agency, competition can be limited to just the MRO BPA holders. When ordering activities utilize eBuy, the first screen they are presented with is “Assign Category and Select Vendors”. On this screen, ordering activities can input “BPA” in the search bar and run the search, and the subsequent screen will list all of the Federal Strategic Sourcing Initiative (FSSI) BPAs. At that point, the ordering activity can select the MRO Category of their choosing: Category I, Hardware; Category II, Tools and Tool Cabinets; or Category III, Paints, Adhesives and Sealants. The RFI, RFQ, or RFP will be sent to only the associated BPA holders.

Training for eBuy is available on the site: [eBuy](#) (CTRL+click). A GSA Advantage!® user profile is required to enter the site.

2.4.2 GSA Reverse Auctions Platform

[GSA Reverse Auctions](#) is designed to drive down the total cost of acquisitions and increase savings to customers and taxpayers by facilitating customer requests and submission of quotes off MRO BPAs. This innovative platform allows agencies to solicit commodities under the MRO solution, while contractors compete one-on-one for your business by means of price bidding. Through the website, authorized ordering activity personnel submit a solicitation and contractors under the MRO BPAs will have a pre-established time schedule to submit bids that compete off of each other’s submitted pricing. An award can then be made to the lowest bidder, if it meets the solicitation’s terms and conditions and is technically acceptable.

In order to use Reverse Auctions, you will need a valid GSA eBuy username and password. See the GSA Reverse Auctions buyer guide and training schedule on the [GSA Reverse Auctions](#) website.

3.0 Contractor listing

Contractor contact information is provided should you have any direct questions or wish to contact the contractor regarding their capabilities, or place an order. See next page for contractor information table. Contractor information can also be found on the [MRO Purchasing Website](http://www.gsa.gov/fssimro), at www.gsa.gov/fssimro.

Contractor Name	Socio-Economic Status	MRO BPA Number	Ordering Information	Website	Hardware Category	Tools and Tool Cabinets Category	Paints, Adhesives and Sealants Category
Capitol Supply, Inc. 1000 Sawgrass Corporate Parkway Suite 452 Sunrise, FL 33323	SB	GS-23F-BA005	Phone (888) 485-5001 Fax (954) 485-0407	www.capitolsupply.com/gov	X		
Complete Packaging and Shipping Supplies Inc. 83 Bennington Ave. Freeport, NY 11520	SB	GS-23F-BA017	Phone (800) 269-7872 Fax (516) 546-0764	www.completesupplyusa.com	X		
Document Imaging Dimensions 205 Beaver St. Yorkville, IL 60560	WOSB	GS-23F-BA016	Phone (877) 934-3462 Fax (630) 553-3877	www.fssibpa.com	X		
Galaxie Defense Marketing Services 5330 Napa Street, Suite A San Diego, CA 92110	SDVOSB	GS-23F-BA006	Phone (888) 711-3427 Fax (619) 299-9955	www.galaxiemgmt.com	X		
Noble Supply & Logistics 302 Weymouth Street Rockland, MA 02370	SB	GS-23F-BA008	Phone (877) 999-1911	www.noblegov.com	X	X	X
Premier & Companies, Inc. 460 West 34th Street, 5th Fl. New York, NY 10001	SB	GS-23F-BA009	Phone (866) 412-2472	www.premierandcompanies.com	X	X	
The Office Group, Inc. 372 C Wythe Creek Road Poquoson, VA 23662	WOSB	GS-23F-BA012	Phone (888) 767-9833 Fax (757) 868-0507	www.theofficestore.com	X	X	X
Wrigglesworth Enterprises, Inc. 3156 College Road Wilmington, NC 28412	WOSB	GS-23F-BA014	Phone (910) 395-1904 Fax (910) 395-0026	www.wesourceusa.com	X		
W.W. Grainger, Inc. 319 Wild Horse Lane Mt. Pleasant, SC 29464	Other than small	GS-23F-BA015	Phone 1 (800) 472-4643	www.grainger.com	X	X	X

3.1 Period of performance

The period of performance for contractors under BPAs resulting from this solicitation will be for a base period of one year from the date BPAs are established. There will be four one-year option periods for a total potential performance period of five years. The BPAs were established February 28, 2014.

4.0 Ordering procedures

4.1 Minimum order amount

The MRO BPAs have a \$25 minimum order requirement. To place orders using GSA Advantage!® the \$25 minimum requirement must be met. Should your order be less than \$25, you will receive a pop-up stating that your order is under the minimum threshold and you will need to increase your order or cancel it. The minimum purchase requirement applies to the entire order from the contractor. If you wish to order less than \$25 worth of MRO supplies, you must place your order directly with the contractor. Some MRO contractors have a \$25 minimum order fee. This fee varies from contractor to contractor. See table below for per-contractor \$25 minimum order fees.

Contractor name	Fee incurred under \$25
Capitol Supply	\$15.00
Galaxie Defense Marketing	\$7.50
Noble Supply & Logistics	None
Premier & Companies, Inc.	\$10.00
The Office Group, Inc.	None
Wigglesworth Enterprises, Inc.	None
Complete Packaging & Shipping Supplies Inc.	\$3.95
Document Imaging Dimensions	None
W.W. Grainger, Inc.	None

4.2 Effective use of manufacturer warranties

Prior to replacing existing MRO tools and equipment, investigate if there is an existing warranty associated with the equipment in need of repair or replacement. This will assist in verifying if a warranty will fund or partially fund the repair or replacement of the existing equipment prior to committing government funds to do so. If the supply or equipment is under warranty, proceed with the warranty remittance process. If there is not an existing warranty, continue with the next step in the ordering process.

4.3 Shipping, returns, fees, and special requirements

Contractors are to provide real-time order status of all orders. Standard delivery inside Continental United States (CONUS) is five to seven business days, where applicable. All orders are considered Freight On Board (FOB) Destination, unless an expedited delivery method is requested by the purchasing agency. Contractors may provide overnight, second day or other expedited CONUS delivery for a fee. Should you require other than standard delivery, the order must be placed directly with the contractor.

International delivery and delivery to Alaska, Hawaii, Puerto Rico and U.S. Territories is available under the MRO BPAs. International and Outside Continental United States (OCONUS) is available to consolidation points, with standard shipping within five to seven business days, where applicable. Place these orders directly with the contractor to ensure your specific shipping, marking, packing, and labeling requirements are met. Fees may apply.

If ordered items are received in damaged condition, damaged goods are the contractor's responsibility and liability. Once a contractor receives notification of damaged goods, the contractor will have three business days to send replacement items. The delivery of replacement items will adhere to the delivery timeframes of the original order.

Returned (non-damaged) items must be returned in the original packaging and in sellable condition up to 30 days from the date the item was delivered. A full refund will be provided to the agency, less any applicable restocking fee.

Restocking fees may be assessed by the contractor in accordance with the established schedule restocking fee amount from the MAS 51V contract. However, the BPA restocking fee shall be capped at no more than 10 percent of the item cost when the contractor incurs additional cost due to customer ordering error. There shall be no restocking fee assessed when the item is returned due to unacceptable item condition or contractor error.

DoD customers requiring specific IUID and RFID, MIL-STD-129, or agency-level restrictions specifications: we recommend the DoD contracting officers include these

specifications within the delivery orders required by the requesting agency. By making this an order requirement, the requesting agency can then ensure their product will be delivered by a contractor with the capabilities of fulfilling the order with the specifications desired. (See DFARS clause 252.211-7003 Item Unique Identification and Valuation and 252.211-7006 Passive Radio Frequency Identification.)

4.4 Tax exemption

Purchases on behalf of the federal government are exempt from most taxes. In accordance with FAR 52.212-4, Taxes, the BPA price includes all applicable federal, state, and local taxes.

4.5 Order thresholds

4.5.1 Orders at or below the micro-purchase threshold

Ordering activities may place orders at, or below, the micro-purchase threshold (below \$3,500) with any MRO contractor that can meet their agency needs. [FAR 8.405-3(c)(2)]

- It is not required to conduct a comparative price analysis
- It is not required to solicit from a specific number of schedule contractors
- Justification is not required for brand name or sole source requirements
- Ordering activities should attempt to distribute orders among BPA holders

4.5.2 Orders exceeding the micro-purchase threshold

For orders exceeding the micro-purchase threshold, but not exceeding the simplified acquisition threshold (above \$3,500; less than \$150,000) ordering activities shall place orders with the MRO contractor that can provide the supply that represents the best value. [FAR 8.405-3(c)(2)(ii)].

Ordering activities shall:

- Provide each contractor a fair opportunity to be considered for each order
- Document circumstances for restricting consideration to less than all MRO contractors offering the required supplies and services [FAR 8.405-6(a)(1)(i)]
- Follow the justification requirements for brand name or sole source items [FAR 8.405-6]
- Conduct a comparative price analysis

4.5.3 Orders exceeding the simplified acquisition threshold

For orders exceeding the simplified acquisition threshold (above \$150,000) ordering activities shall place orders with the MRO contractor that can provide the supply that represents the best value. [FAR 8.405-3(c)(2)(iii)].

Ordering activities shall:

- Provide the RFQ to all contractors offering the required supplies and services
- Include a description of the supplies to be delivered and the basis upon which

- selection will be made
- Afford all MRO BPA holders responding to the RFQ an opportunity to submit a quote
- Fairly consider all responses received and make award in accordance with RFQ selection procedures
- Document circumstances for restricting consideration to less than all MRO contractors offering the
- required supplies and services [FAR 8.405-6(a)(1)(i)]
- Follow the justification requirements for brand name or sole source items [FAR 8.405-6]
- Conduct a comparative price analysis

4.6 Best value considerations

When determining best value, the ordering activity may consider factors other than price, such as:

- Past performance
- Special features of the supply required for effective program performance
- Trade-in considerations
- Probable life of the item selected, as compared with that of a similar item
- Warranty considerations
- Maintenance availability
- Delivery terms
- Environmental and energy-efficiency considerations
- AbilityOne preference
- Berry Amendment compliance
- Trade Agreement compliance
- Meeting socioeconomic goals set forth by your agency

4.7 U.S. Air Force restrictions

When procuring ball bearings and roller bearings, it is important to make special requests known to contractors during the order request process. This will ensure the proper specifications are met by the participating MRO program contractors. Please refer to DFARS clause 252.225-7016-Restriction on the Acquisition of Ball and Roller Bearings, for further information on the acquisition specifications regarding the procurement of ball and roller bearings for Air Force use.

5.0 Ordering guides and additional resources

This full ordering guide is posted to the [MRO Purchasing Website](https://www.gsa.gov/fssimro), at www.gsa.gov/fssimro. Also available on the site is a quick guide, a slide deck used for live training webinars, and information about how to meet sustainability requirements. Check this site often for any changes to the MRO purchasing strategic sourcing solution.

On the [Acquisition Gateway](https://hallways.cap.gsa.gov), (<https://hallways.cap.gsa.gov>), you can find government-wide solution comparisons, connect with other acquisition professionals, and explore product and service category hallways. The hallways feature expert articles, templates, market research tools, prices paid data, and more to achieve successful outcomes at each step of the acquisition lifecycle. You will find the MRO solution in the “Industrial Products & Services” Hallway.

6.0 Training

Virtual training about how to order using the MRO pricing is available through live CLP-certified webinars. Preview the [webinar training](#) or view the schedule on the [MRO Purchasing Website](#).

6.0.1 GSA contracting officer

The GSA contracting officer is the only person authorized to make or approve changes to any requirements of the MRO BPAs, notwithstanding any clauses contained elsewhere in these BPAs. This authority remains solely with the contracting officer.

Contact the GSA MRO Purchasing Contracting Officer at the MRO team e-mail address: fssi.mro@gsa.gov

U.S. General Services Administration
2300 Main St.
Kansas City, MO 64108

6.0.2 GSA program manager

The GSA MRO program manager will represent the contracting officer in the administration of technical matters within the scope of the BPAs. The program manager also is responsible for final inspection and acceptance of all reports and such other responsibilities as may be specified in these BPAs. The program manager is not otherwise authorized to make any representations or commitments of any kind on behalf of the contracting officer or the government. The program manager does not have authority to alter the contractor’s obligations or to change the BPA specifications, pricing, terms, or conditions. If, as a result of technical discussions, it is desirable to modify the BPA requirements or the Statement of Work, changes will be issued in writing and signed by the contracting officer.

Contact the GSA MRO Purchasing Program Manager at the MRO team e-mail address: fssi.mro@gsa.gov

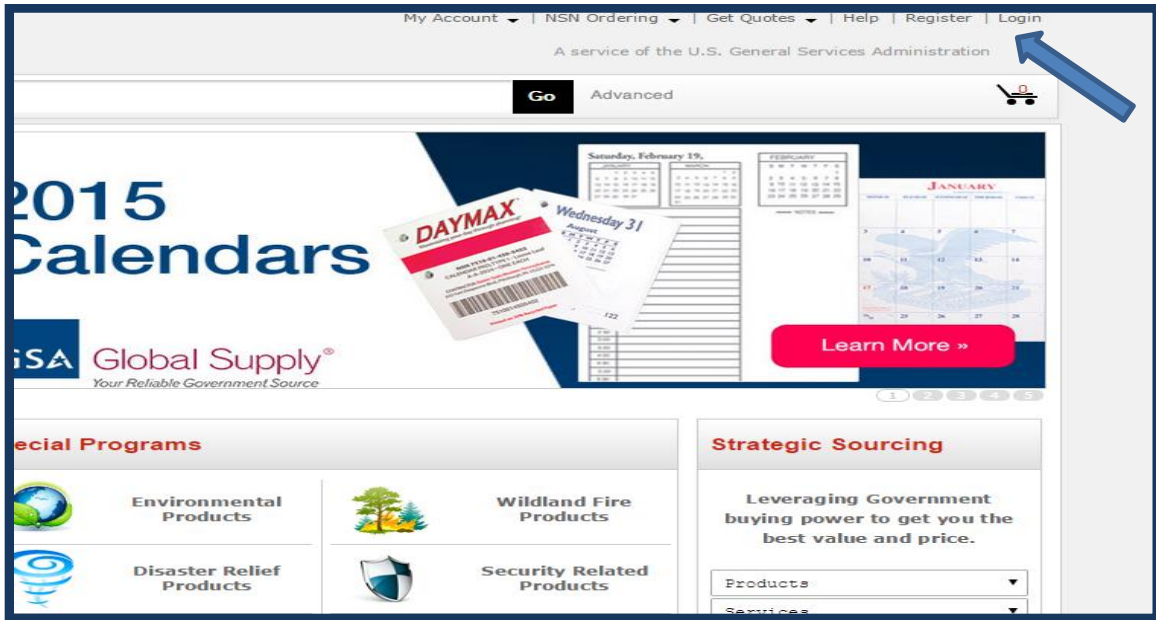
U.S. General Services Administration
2300 Main St.
Kansas City, MO 64108

7.0 How to order MRO products in GSA Advantage!®

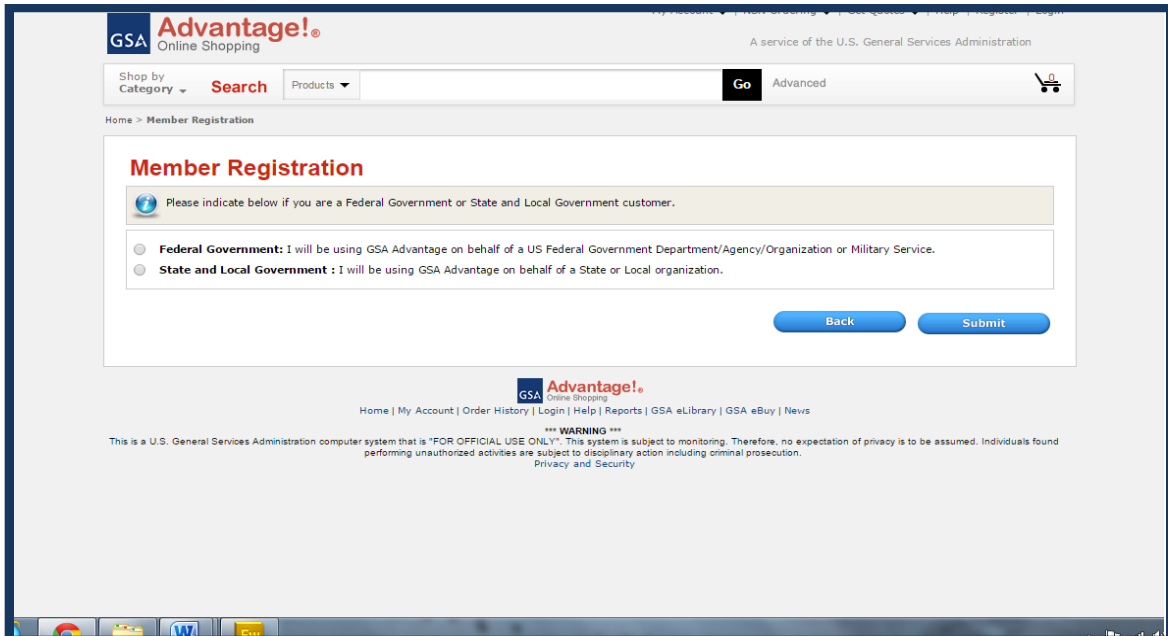
These screenshots are provided to assist with ordering MRO-specific products from GSA Advantage!®

Each contractor has loaded hundreds of thousands of items into GSA Advantage to support these BPA's. If you are unable to locate the item(s) that you need through MRO, please contact the vendors or the MRO Contracting Officer.

1. Log in or register at GSA Advantage!®, (www.gsaadvantage.gov)



2. Check your profile or register. Indicate Federal or State and Local Government.



3. On the registration page, make sure your user profile includes your Agency and Sub-Agency or Bureau Code. If your Bureau isn't listed, select your Agency name again.

With a GSA Advantage! account you can easily track and manage your orders and more! Complete this simple registration to purchase items and/or use many of the enhanced features of GSA Advantage!. Payment method is not needed to register. Note: If you have Javascript disabled on your browser, by-pass the bureau selection below and complete the registration, you will be prompted to select a bureau.

Attention State and Local Government Users: please use the [State and Local Government User Registration form](#).

First Name: Last Name:

Phone: (no alpha characters)


Agency:


Bureau Code: (if your bureau is not listed, please select the bureau that matches your agency)

E-mail Address:

Re-enter E-mail:

Zip Code: (ZIP code needed to determine pricing for your location) (ex. 22202 or 22202-1234)

Note: The blue FSSI icon  is utilized for all FSSI solutions. Searching for MRO products using the general search field on the Home Page, will provide results for all FSSI solutions, with multiple items offered from different vendors. If you follow the instructions below, your search will reveal only MRO products.

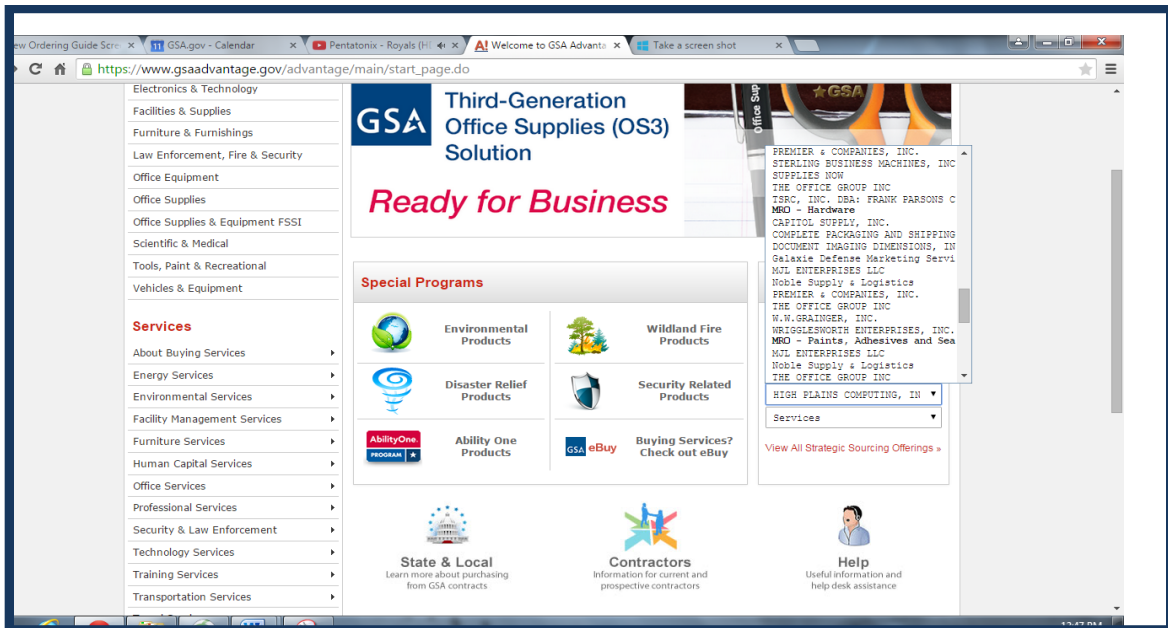
The MRO  vendors can be found on the [MRO Purchasing Website](#), on gsa.gov or in this ordering guide, in Section 3.0, Contractors.

4. After you've completed your registration or once you've updated your profile, return to the home page to start ordering.

One way to find the MRO products is to go halfway down on the Home Page, where there is a Strategic Sourcing box, with drop down menus. Select the "Products" drop down.



5. The Products drop down will show you all of the awarded MRO purchasing BPA contractors. Click on contractor name to search their MRO BPA product offerings.



6. Clicking on a contractor's name takes you to a page showing the product listing for that contractor.

Search Results - 1 Products Go to Consolidat


Found **102,122** products matching the following criteria.


Criteria: GS-23F-BA005 in bpa number and GS-06F-0070R in contract number

Sort by Limit by price Search within results

Most relevant Find any of these words **GO**


1 | 2 | 3 |



Scotch Size B Mailing Box 8005 

8005

\$9.03 EA



 5-7 days delivered ARO
From 34 sources


3M # 8005 - 1 EA , MMM8005 by UPS/FedExGd, BOX,MAILING,SCOTCH, size B Mailing Box Offers Lightw Strong Board Construction. Ideal For Mailing, Moving, Shipping And St...


Mfr: 3M

Contractor: CAPITOL SUPPLY,INC. [GS-06F-0070R] (s)

BPA#: GS-23F-BA005 Other Terms and Conditions apply for this BPA


 




10 GAL. 6.5 PEAK HP SS 9625510 

962-55-10


7. A second way to search for MRO BPA products by category, return to the home page. Under the Strategic Sourcing box, halfway down on the home page, click on **“View All Strategic Sourcing Offerings”**.




Environmental Products




Wildland Fire Products




Disaster Relief Products



Security Related Products



Ability One Products




Buying Services? Check out eBuy

Leveraging Government buying power to get you the best value and price.


Products ▼

Services ▼


[View All Strategic Sourcing Offerings »](#)



State & Local
Learn more about purchasing from GSA contracts



Contractors
Information for current and prospective contractors



Help
Useful information and help desk assistance

8. After clicking “**View All Strategic Sourcing Offerings**”, you’ll see all the strategic sourcing categories listed alphabetically. Scroll down to see the three MRO categories: Hardware; Tools and Tool Cabinets; and Paints, Adhesives and Sealants. Select the category you want to search.

Motorized Cleaning Equipment and Trash Receptacles category include, but are not limited to: brooms, mops, dustpans, mop buckets, disinfectant wipes, dusting cloths, scouring pads, sponges, indoor and outdoor trash receptacles, and trash bags of all sizes.

+ JANSAN - Paper Products and Related Dispensers

The Paper Products and Related Dispenser category includes disposable paper items used for personal sanitation and cleaning up minor messes. This category includes but is not limited to toilet paper, paper towels, facial tissue and related dispensers.

+ MRO - Hardware

The MRO BPAs supplies strategic sourcing solutions for hardware, and includes items that can typically be found at hardware or home improvement stores encompassing items used to perform a variety of maintenance and repair jobs. Examples of products represented in the Hardware category include, but are not limited to: screws, ladders, brackets, drill bits, welding equipment, hoses, valves, faucets, rollers, drop cloths, storage containers, protective goggles, earplugs, portable air conditioners, portable heaters, portable fans, humidifiers, dehumidifiers, pumps, compressors, generators, motors, lights, cables, extension cords, surge protectors, switch boxes, lanterns, flashlights, batteries, and battery chargers.

+ MRO - Paints, Adhesives and Sealants

The MRO BPAs supplies strategic sourcing solutions for Paints, Adhesives, and Sealants and includes substances used as paints, adhesives, sealants, and stains. Examples of products represented in the Paints, Adhesives, and Sealants category include, but are not limited to: paints, adhesives, sealants, stains, varnishes, shellacs, and lacquers, as well as small specialized tools and equipment related to painting and finishing.

+ MRO - Tools and Tool Cabinets

The MRO BPAs supplies strategic sourcing solutions for Tools and Tool Cabinets, and includes hand tools, power tools, and storage equipment specifically designed for tools. Examples of products represented in the Tools and Tool Cabinets category include, but are not limited to: hand tools, power tools, and storage equipment.

9. To see the BPA products offered by each MRO contractor, click on the “Order Products” from the “Ordering” column on the far right.

The Paper Products and Related Dispenser category includes disposable paper items used for personal sanitation and cleaning up minor messes. This category includes but is not limited to toilet paper, paper towels, facial tissue and related dispensers.

+ MRO - Hardware





The MRO BPAs supplies strategic sourcing solutions for hardware, and includes items that can typically be found at hardware or home improvement stores encompassing items used to perform a variety of maintenance and repair jobs. Examples of products represented in the Hardware category include, but are not limited to: screws, ladders, brackets, drill bits, welding equipment, hoses, valves, faucets, rollers, drop cloths, storage containers, protective goggles, earplugs, portable air conditioners, portable heaters, portable fans, humidifiers, dehumidifiers, pumps, compressors, generators, motors, lights, cables, extension cords, surge protectors, switch boxes, lanterns, flashlights, batteries, and battery chargers.





Contractor	Description	Agreement Information	Ordering
CAPITOL SUPPLY, INC. GS-23F-BA005		Information	order products get quotes
COMPLETE PACKAGING AND SHIPPING GS-23F-BA017		Information	order products get quotes
DOCUMENT IMAGING DIMENSIONS, INC. GS-23F-BA016		Information	order products get quotes
Galaxie Defense Marketing Services GS-23F-BA006		Information	order products get quotes
Noble Supply & Logistics GS-23F-BA008		Information	order products get quotes
PREMIER & COMPANIES, INC. GS-23F-BA009		Information	order products get quotes
THE OFFICE GROUP INC GS-23F-BA012		Information	order products get quotes
W.W. GRAINGER, INC. GS-23F-BA015		Information	order products get quotes
WRIGGLESWORTH ENTERPRISES, INC. GS-23F-BA014		Information	order products get quotes

+ MRO - Paints, Adhesives and Sealants

The MRO BPAs supplies strategic sourcing solutions for Paints, Adhesives, and Sealants and includes substances used as paints, adhesives, sealants, and stains. Examples of products represented in the Paints, Adhesives, and Sealants category include, but are not limited to: paints, adhesives, sealants, stains, varnishes, shellacs, and lacquers, as well as small specialized tools and equipment related to painting and finishing.

10. After clicking on the “Order Products”, you can see individual MRO products, marked with a blue FSSI icon.

P100 FILTERV FOR ALL 7580P100 
7580P100-X72
\$412.63 BD

5-7 days delivered ARO
From 3 sources
NORTH SAFETY # 7580P100 - 72 PR by UPS/FedExGd, P100 FILTERV FOR ALL PARTICULATES, { Attributes: FILTRATION GRADE = P100 QUANTITY = 72 PAIR PER BOX RESIST ANCE = ALL PARTICULATES W...
Mfr: NORTH SAFETY
Contractor: CAPITOL SUPPLY,INC. [GS-06F-0070R] (s)
BPA#: GS-23F-BA005 Other Terms and Conditions apply for this BPA


Ilco Key Blank For AP2102AM 
AP2-102AM-X10
\$4.26 BD

5-7 days delivered ARO
From 14 sources
KABA ILCO # AP2-102AM - 10 EA by UPS/FedExGd, Ilco, Key Blank For Steelcase File Cabinet, Equivalent To Chicago Key Blank K102, The Manufacturer is kaba ilco corp for part # AP2102...
Mfr: KABA ILCO
Contractor: CAPITOL SUPPLY,INC. [GS-06F-0070R] (s)
BPA#: GS-23F-BA005 Other Terms and Conditions apply for this BPA


11. A third way to search for MRO products is to click the Building and Industrial” or “Tools, Paint & Recreational” lines on the left side of the homepage, under the **Products** section.

Products
Building & Industrial
Electronics & Technology
Facilities & Supplies
Furniture & Furnishings
Law Enforcement, Fire & Security
Office Equipment
Office Supplies
Office Supplies & Equipment FSSI
Scientific & Medical
Tools, Paint & Recreational
Vehicles & Equipment

Services

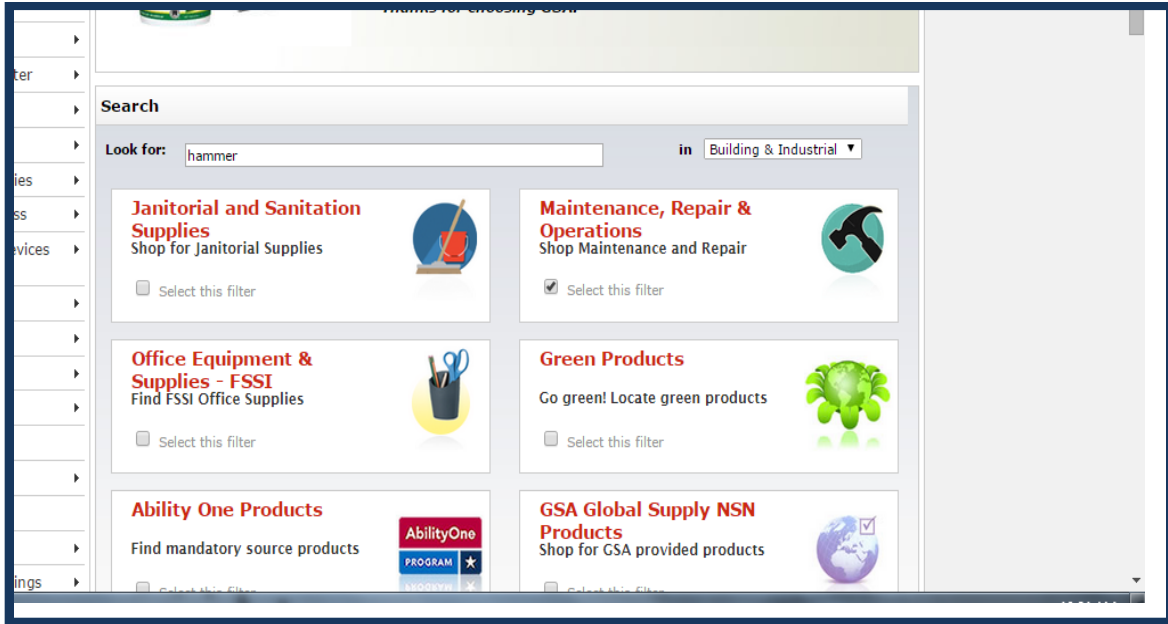
2015 Calendars
GSA Global Supply®
Your Reliable Government Source
Learn More »

Special Programs
Environmental Products
Wildland Fire Products

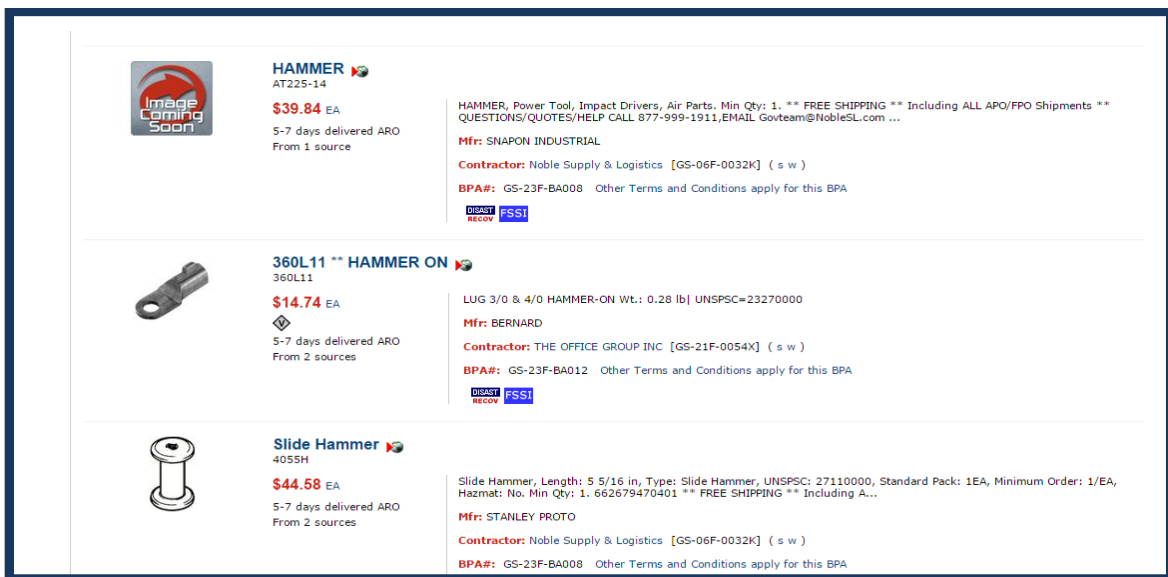
Strategic Sourcing
Leveraging Government buying power to get you the




12. On the next screen, you'll see a Maintenance, Repair, & Operations Section to filter your search. Enter an item description in the "Look for" field and check mark the Maintenance, Repair & Operations filter box.

Note: Only using item part number search can limit products displayed, as part numbers do not correlate between all vendors. In this situation, the use of detailed item description may yield better results.



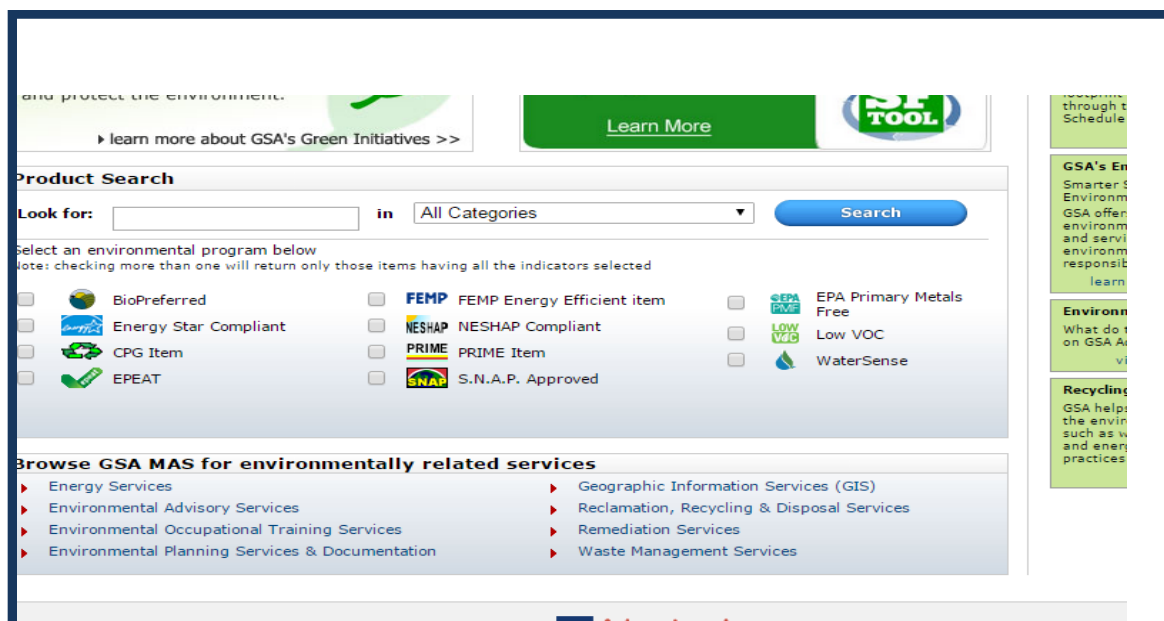
13. On the next screen you'll see individual products and which MRO contractors carry the MRO products based on the information you placed in the search box. All MRO items are marked with a blue FSSI icon. Verify the description carries the specifications you require. Make your selection, add to cart, check out, or continue shopping.



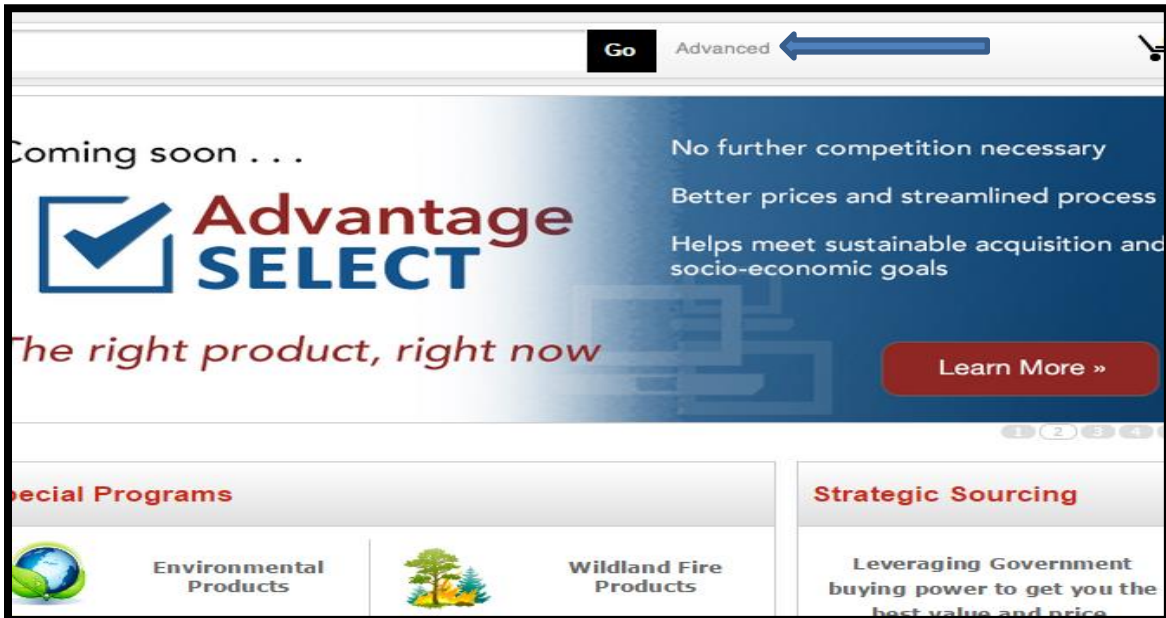
14. MRO BPA contractors offer a wide variety of compliant products. In addition to CPG, sustainable options include: [BioPreferred](#);  [Energy Star](#) ; and [WaterSense label](#)  products. Look for these icons on select MRO products.

See the key for all environmental symbols at [GSA Advantage!®](#) (www.gsaadvantage.gov). There is an environmental products box you can click on the home screen.

The direct link to the Environmental Program page is: [Environmental Symbols](#). This is a screenshot of that page.



15. To refine your search even more, click on the word “Advanced” on the homepage. (Do not put the name of the item you want to search in the search box on this screen.)



16. This screen has an Advanced Search section with a search box to enter your item description. Enter the item you are searching for and click on the FSSI icon by “Maint, Repair & Operations” to display the MRO products meeting your description.

